

Mono County Community Development Department

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Planning Division

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TENTATIVE TRACT MAP REQUIREMENTS

Lack of the following information may delay the processing of a Tentative Tract Map application. All Tentative Tract Map applications shall contain the following information:

- _____ Complete Application.
- _____ Complete Project Information Form.
- _____ Copy of preliminary title report.
- _____ Assessor's map with property of the proposed subdivision delineated.
- _____ The proposed means that will be used to assure the proper administration and maintenance of common areas and open space, including a statement of intent regarding proposed deed restrictions.
- _____ A preliminary soils report shall be prepared by a civil engineer/engineering geologist, licensed to practice in the state of California, for the proposed subdivision addressing the unified soil classification of the soils, the depth of the water table, the degree of soil moisture from surface to a minimum depth of eight feet, the compaction of the soil at a minimum depth of two feet, and the expansive characteristics of the soil for the proposed project site. If this preliminary report indicates the presence of critically expansive soil or other soils or geological problems, which could lead to structural defects, or any other hazards, a soils report for each parcel, together with the proposed mitigation measures to alleviate identified problems shall be required.
- _____ The requirements of a preliminary soils report may be waived by the county engineer, if the project civil engineer/engineering geologist certifies that no soils problems exist on the site, and that such certification is based on sufficient soils reports prepared for the subdivision under consideration to demonstrate soil stability and the lack of soils problems on the proposed project site. The project proponent shall have the burden of demonstrating the required information. The decision to waive such requirements, based upon the certification of the project proponent's civil engineer/engineering geologist of the absence of any soils related problems, shall be solely within the discretion of the county engineer. The fee for review of soils reports or consideration of soils report waiver shall be set by resolution of the Board of Supervisors.
- _____ A survey prepared by a qualified person identifying tree coverage within the proposed subdivision in term of type, weakness, maturity, potential hazard, infestations, vigor, density and spacing.
- _____ A vegetation preservation and protection plan showing which trees are to be removed, and the location and type of vegetation that is to be planted.

Information concerning the ability of the existing and proposed drainage facilities to handle the natural flows and the additional runoff that will be generated by the subdivision at ultimate development. The methods to be used to convey surface waters to the natural drainage courses or drainage system.

Plot plans and elevations of proposed buildings in planned unit developments, or condominiums.

Note: Other information deemed necessary by the Land Development Technical Advisory Committee, including maps of adjoining land which may have been previously divided, may be requested and required.

TENTATIVE TRACT MAP REQUIREMENTS

The tentative tract map shall be clearly and legibly drawn on sheets eighteen (18) inches by twenty-six (26) inches in size, using an engineer's scale in all cases. A marginal line shall be drawn around each sheet leaving a blank margin of one inch. Twelve copies of the tentative tract map and one reproducible copy of the tentative tract map no larger than 11" x 17" shall be required at the time of project submittal. The Tentative Tract Map shall show the following:

A title box containing the tract number which may be obtained from the Planning Department and the name of the subdivision, if desired.

The names and addresses of the legal owner of the property, subdivider and civil engineer or licensed land surveyor who prepared the map.

A vicinity map showing roads, adjoining subdivisions, towns, creeks, and other data sufficient to locate the proposed subdivision and show its relation to community development.

Names of adjacent property owners or subdivisions.

Existing and proposed use of the property.

Existing and proposed use of all existing structures.

Description of the proposed subdivision, including the number of lots, their average and minimum size, and nature of development.

Calculations needed for development as to density, open space, land coverage and parking, etc.

North arrow and scale. An engineer's scale of not less than one inch equals fifty feet shall be used for subdivisions with an average lot side of less than one acre and an engineer's scale of not less than one inch equals one hundred feet shall be used for subdivisions with an average lot size of one acre or more.

If the map contains more than one sheet, the sheets shall be indexed to show the relative position of each sheet.

_____ Contour intervals and contours showing accurately the existing terrain within the subdivision and adjacent area as required. The contour interval shall conform to the mapping standards for the scale used. Every fifth contour shall be of heavier weight and labeled. Care shall be exercised in labeling contours so that the elevation of any contour is readily discernible. Contours may be omitted when the lines fall closer than ten contours per inch, provided that all contours at the bottom and top of slope changes are shown. In no event shall the heavy contours be omitted.

Note: At least ninety percent of all contours shall be within one-half contour of true elevation. Where the ground is completely obscured by dense brush or timber, ninety percent of all contours shall be within one contour interval. Contours in obscured areas shall be indicated by dashed lines. Mapping not having this accuracy shall be rejected.

_____ Spot elevations expressed to the nearest one-tenth of a foot. On comparatively level terrain where contours are more than one hundred feet apart at map scale, spot elevations may be substituted for contours. Additional spot elevations shall be shown at intervals along the center of dikes, roads and ditches at summits, depressions, saddles or at other existing permanent installations.

_____ The outline of existing slides, slips, sump areas and areas subject to inundation or avalanche.

_____ The approximate edges of pavement of existing roads and driveways within or adjacent to public rights-of-way and easements, or within private common rights-of-way.

_____ Approximate existing property lines and approximate boundaries of existing easements within the subdivision with the names of owners of record.

_____ The proposed lot and street layout with scaled dimensions of the lots, and the minimum, maximum, and average lot area.

_____ The approximate width, location, and purpose of all existing and proposed easements. Easements shall be shown for utilities such as electric, telephone, cable television, sewer and water lines, and for drainage and access, when applicable.

_____ Street names, widths of streets and easements, approximate grade, approximate point of grade change, and radius of curves along centerlines of each street.

_____ Typical road sections may refer to the County Road Standards.

_____ Approximate finish contour lines along roadways.

_____ Location, approximate grade, direction of flow and type of facility of existing drainage channels and storm drains.

_____ Plans for drainage areas subject to inundation.

_____ The line of high and low water and flood plain on all lots abutting any lake, river, stream, reservoir or other body of water.

_____ Approximate top of fills and top of cuts.

- _____ Domestic Water Source including the name of supplier, quality and an estimate of available quantity. If individual wells are proposed, the location of each well shall be shown. Show also each existing well within 200 feet of the proposed map.
- _____ Method of sewage disposal and name of sewage agency, if any. If individual septic disposal systems are proposed, the location of leach field and replacement area shall be shown. Show also each existing septic disposal system within 200 feet of the proposed map.
- _____ The proposed or intended method of fire protection and, if applicable, approval of the fire district within which the subdivision is located.
- _____ Approximate construction phasing so that each phase of construction is completed within one construction season, if applicable.
- _____ When part of a large single ownership area, a sketch showing proposed future development outside of the proposed subdivision.
- _____ Areas designated for public and/or common purpose.
- _____ Parking areas and access solutions for individuals lots, if required.
- _____ Condominium parking plans in accordance with zoning requirements and road department standards, when applicable.
- _____ Other improvements proposed.

Applications lacking any of the above required information shall not be accepted for processing. The items checked above have been included in the application package or are shown on the Tentative Tract Map.

Signature (Applicant or Applicant's Authorized
Representative

Date

Project Processing Deposits - required at time of submittal:

- A. Project processing deposits of \$1,800.00.
- B. Environmental Review Deposit (CEQA):
Negative Declaration -- \$890.00
Environmental Impact Report -- \$890.00 is a deposit for the initial study only.

APPLICATION #	_____
DATE RECEIVED	_____
FEEES RECEIVED	_____
BY	_____
RECEIPT #	_____
CHECK #	_____
CASH	_____

NAME OF APPLICANT/AGENT _____

TELEPHONE # _____

Assessor's Parcel Number(s) _____ Total Acres _____

Domestic Water Source
and/or Name of Supplier _____

Method of Sewage Disposal _____

Present Use of Parcel _____

Proposed Use of Parcel(s) _____

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I CERTIFY UNDER PENALTY OF PERJURY that I am: ☐ legal owner(s) of the subject property (all individual owners must sign as their names appear on the deed to the land), ☐ corporate officer(s) empowered to sign for the corporation, or ☐ owner's legal agent having Power of Attorney for this action (a notarized "Power of Attorney" document must accompany the application form), AND THAT THE FOREGOING IS TRUE AND CORRECT.

Signature

Date

Signature

Date